



**DEPARTMENT OF THE ARMY**

HEADQUARTERS, 8TH ARMY

UNIT #15236

APO AP 96205-5236

REPLY TO  
ATTENTION OF:

EACG

02 SEP 2011

MEMORANDUM FOR All 8th Army Assigned Soldiers and Civilians

SUBJECT: 8th Army Command Policy Letter #48, Financial Liability Investigation of Property loss (FLIPL) Guidance

1. References:

- a. Army Regulation (AR) 710-2, Supply Policy Below the National Level, 28 March 2008.
- b. AR 735-5, Policies and Procedures for Property Accountability, 28 February 2005.
- c. 8th Army OPORD 10-11 (Army-wide Campaign on Property Accountability)

2. Purpose. To establish 8th Army policy for conducting an effective and efficient Financial Liability Investigation of Property Loss (FLIPL) process for lost, damaged or destroyed (LDD) government property.

3. Applicability. This policy is applicable to all subordinate units and organizations assigned to 8th Army.

4. Background. A FLIPL is an approved method to document the circumstances concerning lost, damaged, or destroyed Government property and is the official means to adjust property books and accountability records. FLIPL lateness is a habitual materiel weakness. Immediate action is required to correct lateness and to ensure timely investigations. Root causes are insufficient command emphasis and investigation delays. Timely investigations offer the best opportunity to recover lost property.

5. Discussion. All Commanders will adhere to the Department of Army (DA) FLIPL processing and investigation standards. To mitigate losses and ensure timely identification of losses, units must implement an effective Command Supply Discipline Program (CSDP) within their level of command, as outlined in AR 710-2. Units will comply with established Army timelines and procedures found in AR 735-5 for initiating, processing and completing FLIPLs.

a. In accordance with (IAW) 8th Army OPORD 10-11 (Army-wide Campaign on Property Accountability), COL and LTC grade Commanders (upon assuming command) will sign a statement acknowledging responsibility for all property within their command. Commanders at each level will ensure the financial liability investigation of property loss system works to promptly discover, report, and investigate the loss, damage, or destruction (LDD) of Government property.

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b. Units will employ the below listed FLIPL techniques and procedures:

- (1) Appoint Investigating Officers with 90 or more days remaining on the peninsula.
- (2) IAW AR 735-5 (par 13-28), do not arbitrarily change out FLIPL Officers.
- (3) Monitor and shield the FLIPL Officer from outside influences until the approving authority accepts the investigation as completed, or until otherwise relieved from FLIPL responsibilities.
- (4) Ensure that Commanders conduct thorough post-FTX inventories, cyclic and sensitive items inventories (including all components) and are annotated on training calendars. All Commanders and primary hand receipt holders will utilize the Property Book Unit Supply Enhanced PBUSE Automated Identification Technology (AIT) system to conduct inventories.
- (5) Conduct meticulous pre-change of command inventories.
- (6) Utilize the interactive multimedia instruction (IMI) on-line basic course to increase FLIPL knowledge. The Financial Liability Officer orientation course provides duties and procedures training to assigned survey officers. The 1-hour course can be found at the United States Army Training Support Centers' website (<https://atiam.train.army.mil>). Once logged in, click the RDL [Reimer Digital Library] Services tab and then type "Financial Liability Officer orientation course" into the keyword box to locate the course.

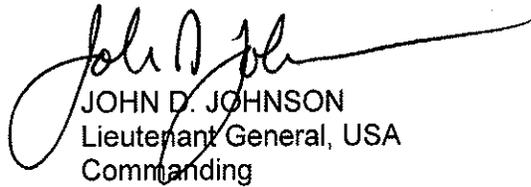
c. 8th Army Major Subordinate Command (MSC) Commanders are ultimately responsible for ensuring FLIPLs are completed within 75 calendar days from the date of discovery. Commanders will develop internal control measures and processes that ensure no late FLIPLs. All anticipated late FLIPLs will require a command endorsement memorandum addressed directly to the first General Officer in the chain of command prior to the 75 day deadline. 1<sup>st</sup> Signal Brigade, 35<sup>th</sup> Air Defense Artillery, 501<sup>st</sup> Military Intelligence Brigade, 65<sup>th</sup> Medical Brigade, the Special Troops Battalion-Korea Battalion and the Korean Service Corps Battalion will submit their late command endorsement memorandums through the 8th Army Chief of Staff to the 8th Army Deputy Commander. Late FLIPLs in excess of 120 days require a command endorsement memorandum addressed directly to the 8th Army Commander. Letters will be updated and re-submitted every 30 days (until the FLIPL is completed) and include: the specific reason for the delay, the expected new completion date and identification of the type of assistance required to complete the action.

d. Commanders will mentor and train our leaders at every level to ensure compliance with this policy letter.

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6. Proponent. The 8th Army Assistant Chief of Staff G4 is the proponent of this policy. The POC is. The point of contact is the Supply and Service Branch at DSN (315) 723-7361.



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